**St. Joseph’s Catholic School**

***Distance Learning Plan 2020-2021***

**Introduction to Distance Learning Plan**

All teachers have set up a Google Classroom, ClassDojo, or Seesaw platform for the grade level(s) that they instruct. The class content is aligned to ND Content Standards, and the continuum of learning will progress through the grade-level specific standards. Students will be assessed at regular intervals through various virtual components that the school has selected. Each grade level teacher will have regular online availability each school day. This will allow for guided instruction, regular feedback, authentic assessment, and connection, in real time, when possible, for students to maintain student-teacher relationships.

**Attendance Procedures**

All students MUST log in to the class platform (ie. Google Classroom, ClassDojo, Seesaw) at 8:15 a.m., at which time attendance will be taken. Students K-6 MUST be wearing their coordinated dress when they log in. Students must be in their designated “learning space” and ready to learn, as if they were in the school environment.

If a child will be absent for the day or late logging in, the parent MUST call the school office to report the absence/tardy, and attendance for the day will be logged accordingly.

**Educational Staff Expectations**

St. Joseph’s School will implement flexible learning alternatives as needed in response to a specific student/family’s situation. Teachers will continue to provide the same high-quality educational services regardless of the state color code identified and whether students are learning in-school or remotely.

All St. Joseph’s teachers and staff will participate in school-wide and grade level specific training for the distance learning tools and resources that will be used throughout this school year. The professional development schedule will reflect a commitment to technology, student engagement strategies, and data analysis training. This approach will provide opportunities for teachers to practice their specific platform and the resources that will be utilized with the students.

The principal will continue to meet virtually with each teacher on a regular basis. The principal will also participate in each virtual classroom at least one time per week.

Teachers will send an invitation to their students to join their class-specific platform (ie. Google Classroom, Seesaw, ClassDojo).

The office **hours of availability** each day for each teacher will be clearly communicated to all students and parents by individual teachers.

**High-Quality, Effective, Standards-Based Education**

All curricular resources utilized by all grade levels are aligned to ND State Content Standards and associated with the progression of learning for preparing students for the next grade level. Teachers will plan the appropriate pacing for accomplishing the essential goals related to the mastery of the content area and essential skills.

The classroom platforms will replicate the learning experience for each student regarding access to grade level and age appropriate content. Schedules will be established for students at all grade levels.

Teachers will progress monitor on a daily basis through learning activities and assessments. Feedback will be offered through the classroom-specific platform. Direct instruction will be ongoing to both in-school students and distance learners. Contact may also be initiated by the principal if needed.

All students grades 1-6 will take the Star Assessment for reading and math within the first three weeks of the school year to assess their present educational status.

The current grading scales will continue to be used with the distance learning plan. Grades will be recorded in RenWeb.

**Ensuring Equitable Services**

For families that do not have internet access the school will provide resources for companies that are offering free in-home services to meet the accessibility needs for that household.

St. Joseph’s School will provide a laptop or Chromebook for students that indicate a device is needed. A Responsible Use Policy and a home check out agreement will be signed by the parent/guardian and student.

The devices that are issued to students that require assistive technology are equipped with extensions and accessibility features that offer the various options needed for student learning.

Students will be taught the tools and resources needed to be successful with distance learning. Similar tools and resources will be used by students while attending in-school classes to promote the intended academic outcomes. The transition will provide a familiar pathway to the resources used for the learning progression activities.

**Provisions for Addressing the Unique Needs of All Grade Levels**

**Preschool and Kindergarten**

Teachers will be available to all students and families on a daily basis during designated school hours.

Instruction: Learning packets will be made available for parent/guardian pick-up. Daily lesson plans will be uploaded via ClassDoJo or Seesaw with connections to learning activities.

**Grade 1**

The teacher will be available to all students and families on a daily basis during designated school hours.

Instruction: Daily lesson plans will be uploaded via Seesaw with connections to learning activities. Lessons may be live streamed or pre-recorded.

**Grades 2 through 6**

Teachers will be available to all students and families on a daily basis during designated school hours.

Instruction: Daily lesson plans will be uploaded via Google Classroom with connections to learning activities. Lessons may be live streamed or pre-recorded.

**Assessment and Grading Practices**

The current grading practices and pacing of content instruction will continue. Academic proficiency will be determined through various assessments that reflect mastery of standards based upon the ND Content Standards. Teachers will implement a variety of assessment techniques to determine mastery of content. The assessments will be built around expected and essential learning outcomes associated with ND Content Standards.

**Special Education Considerations – Individualized Service Plans (ISPs) and 504 Plans**

All students that are on Individualized Service Plans will continue to receive services through WilMac Special Education Unit.

Teachers will continue to implement all accommodations identified for the students on ISPs and 504 plans.

**School Counseling Services**

St. Joseph’s will continue to provide school counseling services. The school counselor will follow the guidance from the American School Counselor Association relating to virtual school counseling during an emergency shutdown.

The counselor will provide recorded guidance lessons for all elementary students. These lessons will have value for all age groups and target areas of support. The counselor is available to meet one on one with students at the request of the administrator, teacher, or parent. The counselor will be sharing their school email address in case someone, either parent or student, would have individual questions or concerns.

**This document is subject to change as additional guidelines are received from the Diocese of Bismarck and/or the North Dakota Department of Public Instruction.**

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